



IDAHO REAL ESTATE COMMISSION
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<i>Commission Use Only</i>	
Funds Approved	
by/date: _____	Approval#: _____
Expires: _____	

REE 022-5
Rev 08/08

Real Estate EDUCATION FUND AWARDS Application (For Use of Civil Penalty Fine Money)

Effective July 1, 2006, the Commission has civil penalty fine money available for developing and delivering real estate education for the benefit of Idaho real estate licensees (Idaho Code 54-2059(4) and 54-2021). The Commission will use this application to award monies from this fund for courses, events, and other educational activities. Strong consideration will be given to activities addressing licensee risk reduction. Please allow 90 days for a response.

RECIPIENT (PAYEE) INFORMATION

Contact Name: _____

Company Name (if applicable): _____

Address: _____

City, State, Zip: _____

E-Mail: _____ **Phone:** _____ **Fax:** _____

PROPOSED EDUCATIONAL ACTIVITY (please check one)

- ☐ New Course Development
- ☐ Current Course Enhancement
- ☐ Event/Speaker Offering
- ☐ Research & Development
- ☐ Video Production/Development
- ☐ Other (Please describe) _____

Educational Activity (Provide a detailed description of the above activity.)

Target Audience (Identify your target audience for this activity, including the anticipated attendance numbers.)

Needs Assessment (Provide an explanation of the need for the proposed activity.)

Goals (What do you hope to accomplish as a result of this activity?)

Location (Provide the exact location of the proposed activity.)

Delivery Method (Please check one)

☐ Live ☐ Interactive Video Conferencing ☐ Other _____

Note: ARELLO Distance Education certification, or its equivalent, is required for any distance education course.

Key Personnel (Identify the key individuals involved in the proposed activity. Attach resumes, if applicable.)

Is the course offering approved for Idaho CE credit? ☐ Yes ☐ No ☐ Submitted to IREC & Pending Approval

If yes, what is the course approval number? _____ Number of credit hours? _____

Provider (List name and address of certified provider sponsoring this activity, if applicable.)

Date(s) offered (List the anticipated date(s) this educational activity will be offered)

FUNDING REQUEST

Budget (Attach a detailed itemization of how the funds will be used [e.g. costs of personnel, venue, materials, supplies, etc.] Be sure to include the total cost of the proposed activity even though it may differ from your funding request.) **You will be asked to provide an accounting to the Commission of funds spent at the conclusion of your activity.**

Will your funding request cover the entire cost of the proposed activity?

☐ Yes ☐ No If not, please list other funding sources, sponsors, in-kind donations, or other support, if any, for the activity. Indicate whether they are pending or committed.

Will a fee be charged to the attendees for this activity? ☐ Yes ☐ No If "yes", how much? \$ _____

Exact Amount of Funding Requested: \$ _____ **Advance payment of awards will be made only in unusual circumstances. Applicants are discouraged from requesting advance payment.**

Applications are reviewed by the Education Council and Commissioners. Please submit your application at least 90 days prior to any scheduled activity for which you are requesting funding. You will be notified in writing within ten (10) days after the Commission's decision.

Disclosure to the Public. The information you provide with this Application may be subject to the disclosure requirements of the Idaho Public Records Act, Title 9, Chapter 3 of the Idaho Code.

Applicant's signature

Date

For Commission Office Use Only

Date submitted to Education Council	Recommendation of the Education Council
Date submitted to Commission	Recommendation of the Commission